

THE GEORGIA CAPITOL



2009-2010 Program Guide

Where History Is Made Every Day



How to Schedule a Tour

Call 404-463-4536

E-mail sostour@sos.ga.gov
Please provide name,
contact information,
and preferred dates
and time

Visit www.sos.ga.gov
Click on the State
Capitol tab

*For detailed scheduling
information including available
tour times, directions, and other
information see page 9.*

Why Visit the Georgia Capitol?

For over 120 years the Georgia Capitol has inspired Georgia's citizens. Built to symbolize Georgia's reemergence after the Civil War, the Capitol continues to be one of the most impressive buildings in the state.

Students who visit this great building are able to see firsthand how Georgia's government reflects both its history and people. A visit to the Capitol will encourage students to lead lives as concerned and informed citizens.

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The Georgia Capitol Museum and Tour Program is a division of



The Georgia Archives

Brian P. Kemp, Secretary of State
David W. Carmicheal, Director



Tours

Guided tours offer students the chance to experience the grandeur of the Georgia Capitol while reinforcing what they are already learning in class about Georgia's history and government.

There is a maximum of 40 visitors per tour. Only one group will be assigned per tour time. We do not offer tours for students below 2nd grade. If you are interested in bringing a younger group, please contact us for additional options.

Tours are available between April and December. To schedule a tour please see the *Plan a Visit* (Page 9) section of this program guide. If you are interested in visiting the Capitol between January and March please read *Visiting During Session* (Page 8).

Tours for Grades 2 - 5

This tour uses the building to illustrate the three branches of Georgia's government and introduce students to representative government.

This comprehensive tour provides students with an introduction and review of the principles of democratic government in Georgia. Through an interactive discussion your guide will help your students learn about democracy, representative government, and the importance of voting.

This tour features a visit to both the Georgia Senate and House galleries (subject to availability) along with a discussion of our legislative process. During the tour your guide will describe the history of Georgia's capitals, point out unique features of this building, recognize important figures from Georgia history, and provide fun facts about Georgia.

This tour is based on Georgia's Performance Standards for Social Studies

Tours for Grades 6 – 12

This tour focuses on Georgia history and government. Portraits and sculptures are used to explain Georgia's participation in the American Revolution and the Civil War. The Capitol's role in Georgia's political history is given special attention. This tour includes a visit to either the Senate or House Galleries and a discussion of the Capitol's architecture and its role in Civil Rights history. Students will be encouraged to answer thought provoking questions about Georgia's history and government.

College and Adult Tours

Our adult tours blend a discussion of Georgia and its government with an explanation of the Georgia Capitol's architecture and history.

Subject Tours

Special subject tours are available for high school, college, or adult groups. These tours offer an in-depth look at a specific subject and do not contain the general information about the Capitol provided in the other tours. Requests for a subject tour must be made while scheduling and may only be available at certain times.

Architecture Tour

Explore the Capitol through its architecture. Learn about how the building has changed over the years and how its recent renovation has restored the Capitol to its original 1889 appearance.

Civil Rights Tour

When the Capitol Building was opened in 1889 the General Assembly had only one African American representative and women in Georgia were unable to vote. Learn about the struggle, both inside and outside the Capitol, to guarantee that all Georgians had a voice in state government.

Educational Activities

While the centerpiece of a visit to the Georgia Capitol is a guided tour, we also offer several educational activities that extend and enrich your visit. These activities are especially important for large groups that will need to schedule multiple tour times on a single day. Please request these programs by name while scheduling your tour.

Fun with Miss Freedom

This educational activity takes students on a journey through the 4th floor Capitol Museum to learn about the Capitol building and the state of Georgia. In small groups students will explore the museum to discover interesting facts and use their imaginations to develop exciting ideas. *Fun with Miss Freedom* serves as an introduction to the Capitol or as an engaging review of the information shared during your guided tour. Students need to be divided into four groups for this activity.

Self-guided Tour of the Capitol Grounds

Take your students on a tour of the Capitol building's architecture and learn about Georgia's memorials and monuments.

THESE ACTIVITIES ARE NOT AVAILABLE THIS YEAR

~~Garden Room Activities~~

~~These teacher/chaperone-led activities challenge students to think creatively and critically about Georgia. A full description of these activities can be requested when you schedule your tour. Materials for the activity will be checked out from the Capitol Tour Desk. The Garden Room is located across Washington Street in Talmadge Plaza. A pass code to the room will be provided from the Capitol Tour Desk.~~

~~State Symbol Matching Game (Grades 2-5)~~

~~Students learn some common and not so common state symbols through the use of a matching game.~~

~~Capitol Postcards (Grades 2-5)~~

~~After examining historic postcards from Georgia, students will create their own post card of their visit to the Capitol.~~

~~School Life in Georgia (Grades 2-5)~~

~~Students will compare the way students in the past went to school to their own school life today.~~

~~Georgia Jeopardy (Grades 6-12)~~

~~Students team up to answer questions about Georgia.~~

~~Mock Legislature (Grades 6-12)~~

~~Students quickly work through a few timely issues and learn a little about Georgia's legislative process.~~



Small Group Opportunities

Small groups (less than twenty visitors) can take advantage of all of the tours and activities offered to larger tours along with a few additional opportunities. Girl and Boy Scouts are especially encouraged to use the programs at the Capitol to fulfill merit badge requirements. Materials are provided at the Capitol Tour Desk.

Home School Mondays

Monday afternoons are reserved for Home School groups.

Capitol Art Search and Puzzler

Explore the Capitol Art Collection through a fun art search or by solving challenging clues.

Capitol Grounds Scavenger Hunt

Who can fill up their activity sheet the quickest? Visitors can work on their own or in teams.

Georgia's Historic Flags

Learn the story of Georgia's Historic Flag Collection and take a behind the scenes look at where the collection is stored. This is a great idea for Scout groups and is limited to 15 visitors. This activity must be scheduled two weeks in advance.

Visiting During Session

Beginning every year in January, Georgia's General Assembly is in session. The halls of the Capitol fill up and the House and Senate Gallery have limited access to large groups.

While this is a very exciting time in the Capitol it can be challenging to move large groups through the building and the greater noise levels make it impossible to give our regular tours. The General Assembly sets its own calendar and we do not know which specific days between January and March they will be meeting in the Capitol.

We encourage all teachers and group leaders to strongly consider scheduling a tour of the Capitol during a month when the General Assembly is not in session. Students will have a greater opportunity to experience the building during that time.

Capitol Orientation

Beginning in January 2010, groups scheduled during session will receive *brief orientations rather than the usual tour.* This orientation will consist of a 10-15 minute presentation in the Capitol Rotunda along with a walk up to the 4th floor. If the General Assembly is not meeting, each group will have a brief walk through of either the House or Senate Gallery. *If the General Assembly is meeting and the group would like to visit the gallery it will*

be their responsibility to work with the doorkeeper to gain admittance. This will not be the responsibility of the tour guide.

Educational Activities

During session all Educational Activities will continue to be offered and will continue to be subject to a maximum number of visitors as listed in this Program Guide.

Meeting with your legislator

For many a visit during the session includes a chance to meet with your state legislator. Please be aware that all meetings must be scheduled through your legislator's office (for contact information 404-656-5015) and should be done only after a tour/orientation time has been scheduled with our Tour Desk. If your legislator can only meet during your tour/orientation time your group risks losing your scheduled time.

Photos with the Governor

Many groups who visit the Capitol schedule a photo with the Governor. This must be done through the Office of the Governor 404-656-1776. We recommend that you schedule your photograph after your tour/orientation. If the Governor is delayed and you miss your scheduled tour/orientation you may not be able to reschedule for that same day.

Plan a Visit

Tour Availability

April through December

Tours can be scheduled on the half hour* beginning at 9:30AM. Last tour available at 2:30PM (no tours are scheduled at 12:30PM).

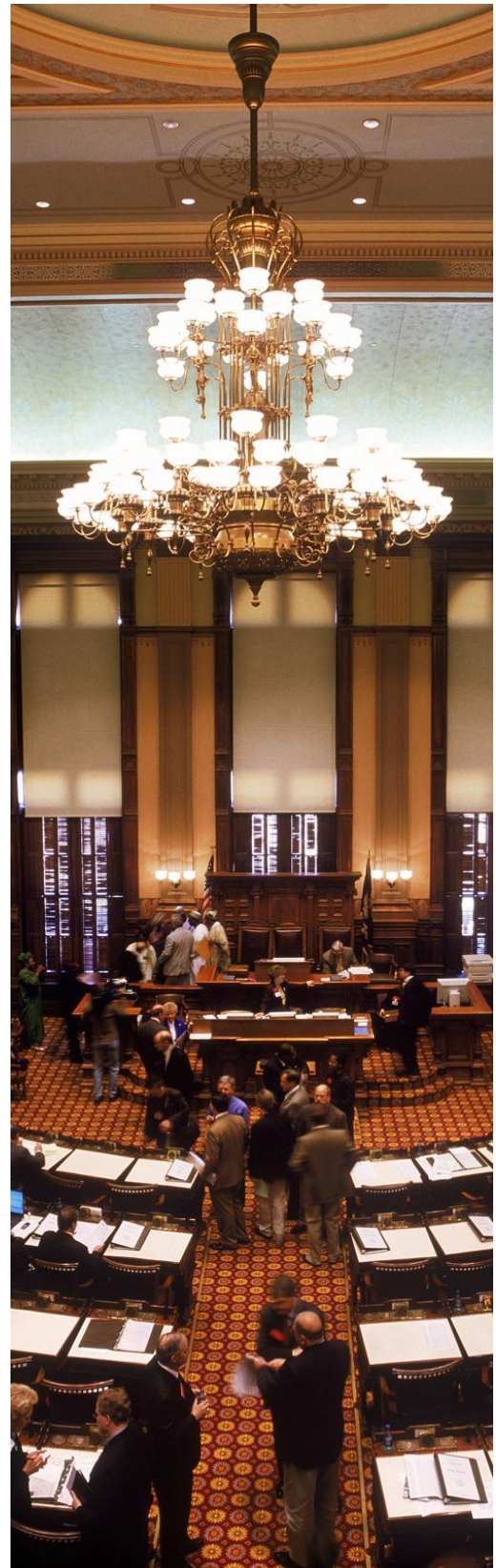
- Maximum people (students and adults) per tour: 40
- We recommend 1 adult per 10 students.
- If you would like to schedule a subject tour (grades 6-12 & adults) you must mention this when scheduling your tour.
- Each group will receive their own tour time. If your group is larger than 40 we can schedule you for multiple tour times or multiple days.

**Unscheduled walk-in tours for groups of less than ten begin at 10:00AM 11:00 AM & 1:00PM (no tours at 12:00PM).*

January through March(Session)

Orientations can be scheduled every half hour beginning at 9:30AM. Last orientation available at 2:00PM (No orientations are scheduled between 11:30AM-1:00PM).

- Maximum people (students and adults) per orientation: 80
- We recommend 1 adult per 10 students
- Each group will receive their own orientation time. If your group is larger than 80 we can schedule you for multiple orientations or multiple days.





To Schedule a Tour

Tours of the Capitol must be scheduled in advance. Even if a group does not wish to take a guided tour, advanced scheduling is still recommended for fire code compliance.

Before you contact us please

- Know how many people will be in your group, including all chaperones
- Have at least three different available dates and times
- Decide if you would like to include any additional activities

Tours can be scheduled six months in advance.

Phone

404-463-4536 or 404-463-4537

E-mail

sostours@sos.ga.gov

Web

Visit www.sos.ga.gov and click on the State Capitol tab

Educational Activities

When you schedule your tour be sure to ask about participating in the educational activities outlined in this program guide. Your scheduler will work with you to design your day to include the tours and activities. This is very important if you are bringing a group that will need to schedule more than one tour time.

Preparing for your Visit

Getting to the Capitol

Directions

The Georgia Capitol is located at 206 Washington Street, Atlanta, Georgia 30334.

I-75/85 South take exit 248A

I-75/85 North take exit 245

I-20 West take exit 58A

I-20 East take exit 56B.

Visit www.sos.ga.gov for additional information.

Parking

Buses and commercial vans (not minivans) may park, free of charge, on the right curb of Washington Street in front of the Capitol. Visitors in automobiles may park in state parking lots, which charge a nominal fee. Lots which are available for public parking include: the Steve Polk Plaza parking lot (next to the old World of Coca Cola building) and the public lot at Underground Atlanta located on Martin Luther King, Jr. Drive.

Public Transportation

MARTA is an option for transportation to the Capitol. MARTA stops located nearest the Capitol are the Georgia State Station (directly across from the Capitol in the Sloppy Floyd/Twin Towers complex) or the Five Points station (two blocks west of the Capitol at Underground Atlanta.)

Arrival at the Capitol

Groups need to arrive at the Capitol's west entrance at least 15 minutes before their tour time. Groups needing to use restrooms before their tour need to arrive at least 25 minutes before their tour time.

Late Arrival Policy

Groups who arrive at the Capitol 15 minutes after their scheduled tour time may lose their time slot depending on the schedule for the day. If you are running late please call us as soon as possible so that other options can be determined.

Security

All adults must show a photo I.D. upon entering the building. In compliance with security regulations, all visitors must enter the Capitol through a metal detector; the X-ray machine must examine hand-carried items. Visitors should not bring non-essential metal objects into the building, as these items often set off the metal detector and delay groups when entering. No weapons, including pocketknives, are allowed in the Capitol.

Restrooms

Groups needing to take advantage of restroom facilities before the tour begins, are asked to arrive at the Capitol 25 minutes before their scheduled tour time. Tours will not be postponed or interrupted in order for groups to use restrooms. Public

restrooms in the Capitol are located on the first and third floors. Groups must remain quiet and orderly as they wait in the hall near the restrooms, as the Capitol is a professional workplace where important state business is conducted.

While on Your Tour

Code of Conduct

Teachers are responsible for the discipline and safety of their students at all times during their visit to the Capitol. Teachers and chaperones are responsible for keeping track of their students and making sure the students conduct themselves appropriately. Adults responsible for students should set a good example to their students. They also must be in control of their students at all times.

Some rules to follow

- Students should not run and should not lean on the balcony railings.*
- Noise must be kept to a minimum.*
- While outside the Capitol, students must not climb on statues or walk through the grass and/or flowerbeds.*
- Students should be reminded that important state business is being conducted throughout the Capitol.*
- All visitors to the galleries must remain seated and quiet and may not applaud.*

Groups who do not adhere to the code of conduct will be asked by a tour guide and/or Capitol security officer

to modify their behavior. If a group continues to be unruly they may be directed by officers to exit the Capitol.

Cameras

Photography is prohibited in the House and Senate galleries while the legislature is in session. Video cameras are also prohibited during the legislative session. If the General Assembly is not in session, photography is permitted as it is throughout the public areas of the Capitol.

Dining

If a group brings lunch, students may eat outside at tables in the upper and lower levels of Talmadge Plaza, directly across from the west entrance to the Capitol. The food court at Underground Atlanta is nearby for groups who wish to purchase lunch. There are no indoor facilities at the Capitol for students to have lunch.

Georgia Building Authority Garden Room

The Georgia Building Authority is pleased to offer school groups the use of the Garden Room adjacent to Talmadge Plaza *free of charge on a first come, first served basis*. The Garden Room features both tables with chairs and floor space for groups to eat their lunches. The Garden Room has a food distribution counter, as well as restrooms.

To schedule use of the Garden Room, and for all questions regarding use of the room, please contact: Sharon Burrow, Events Coordinator - Georgia Building Authority at 404-656-3252, or email Sharon.Burrow@gba.ga.gov. If you are scheduled for an afternoon tour or performance, and would like to use the room prior to your appointment, please factor this additional time into your arrival.

Additional Resources

The Secretary of State website (www.sos.georgia.gov) contains Capitol

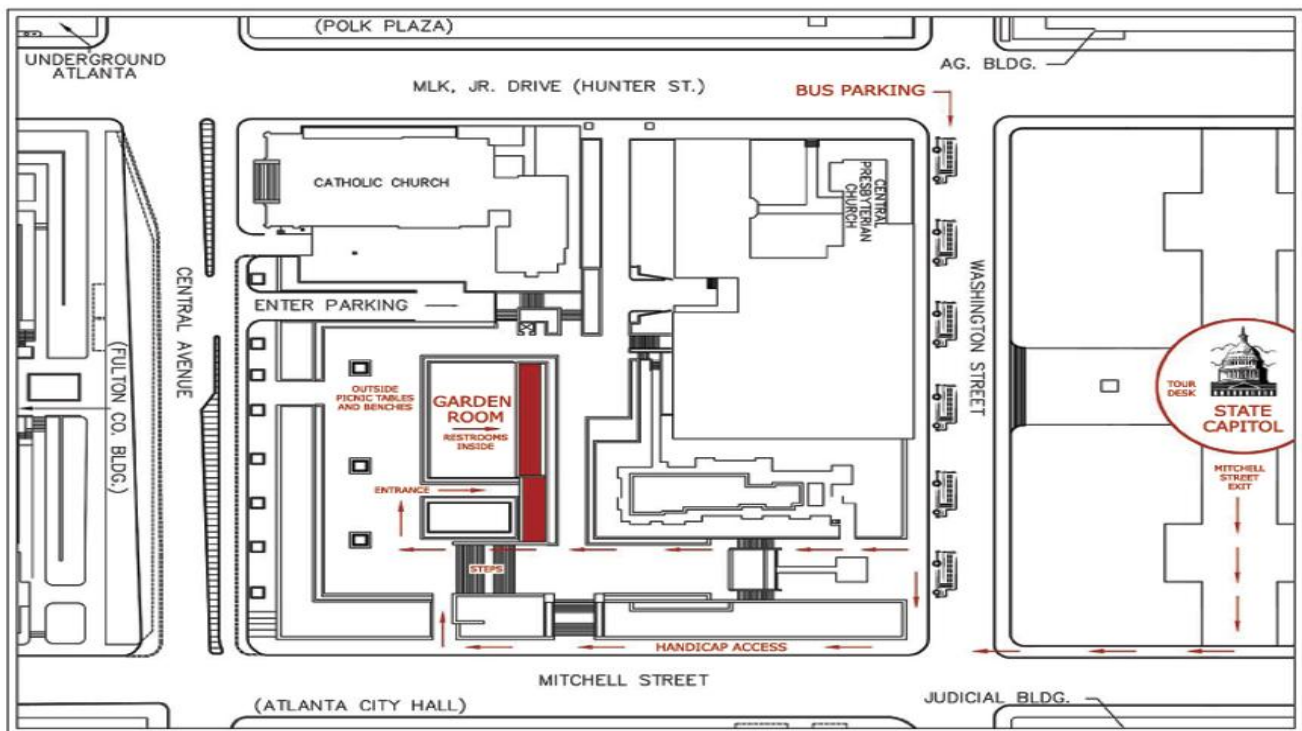
and state information such as a list of state symbols and an outline of the legislative process. Resources for teachers provide historical and procedural information regarding the Capitol and the legislative process. A teacher guidebook is available online.

Nearby Attractions

The Georgia Capitol is located near Historic Oakland Cemetery, the Georgia Aquarium, the World of Coke, Underground Atlanta, and ZooAtlanta.

IMAGE CREDITS Pages 2 & 9: Georgia Department of Economic Development; Page 13: Georgia Building Authority; All other images: Georgia Capitol Museum, Office of Secretary of State.

Map of Capitol Hill



Georgia Capitol Museum and Tour Program

The Georgia Capitol Museum is a public educational institution housed in the State Capitol building under the administration of the Office of Secretary of State. It is a unit of the Division of Archives and History. The Museum seeks to preserve and interpret the history of the Georgia State Capitol building itself as well as the events that have taken place within its walls.

Hours 8:00 a.m.-5:00 p.m.
Monday-Friday

Tour Desk 214 Washington St
Atlanta, Georgia 30334
404-463-4536

Staff Office 2 MLK Jr., Drive
820 West Tower
Atlanta, Georgia 30334
404-656-2846

Online www.sos.ga.gov

The Georgia Archives

The mission of the Georgia Archives is to identify, select, preserve, and make accessible records that constitute Georgia's recorded history; to increase the efficiency of the State Government through effective records management; and to improve the quality of records and archives management statewide.

Hours 8:30 a.m. to 5:00 p.m.
Tuesday-Saturday

Closed for state and most federal holidays as well as on the Saturday immediately preceding a Monday holiday or immediately following a Friday holiday.

Drive Contact us 5800 Jonesboro Road
Morrow, GA 30260
678-364-3700

Online www.GeorgiaArchives.org

